

AGENDA

COMMITTEE ON TRAFFIC/PUBLIC SAFETY

November 9, 2004
Aldermen Sysyn, Guinta,
Smith, Forest, O'Neil

5:30 PM
Aldermanic Chambers
City Hall (3rd Floor)

1. Chairman Sysyn calls the meeting to order.
 2. The Clerk calls the roll.
 3. Discussion regarding parking garage rate increase from \$65 to \$70.
 4. Communication from Patricia Mehlhorn, Owner of Tee Off at Mel's Family Entertainment Center requesting directional signage at the new intersection for the Manchester Airport.
Ladies and Gentlemen, what is your pleasure?
 5. Usage of seatbelts by city employees.
(Note: This item was discussed at the 9/21/04 meeting and referred back to Harry Ntapalis to work with the Solicitor and come up with a policy with some teeth in it for seatbelt use.)
Ladies and Gentlemen, what is your pleasure?
 6. Traffic situation at Harvey Road and Bouchard Street.
(Note: This item was discussed at the 9/21/04 meeting and referred to the Police, Traffic and Highway for review and recommendation back to the Committee.)
Ladies and Gentlemen, what is your pleasure?
 7. Policy for parking meter bags.
(Note: At the 6/7/04 meeting, the Committee voted to raise the parking meter bag fee to \$15 and to have the Traffic Department, City Solicitor and Police Department work on a policy regarding the use and enforcement of meter bags.)
Ladies and Gentlemen, what is your pleasure?
-
8. Chairman Sysyn advises that the Traffic Department has submitted an agenda, which needs to be addressed as follows:

Parking 10 Minutes (7 Days)

On Spruce St., south side, from Lincoln St. to a point 50 feet westerly
Alderman Osborne

No Parking

On Spruce St., north side, from Hall St. to a point 100 feet westerly
Alderman Osborne

On Paquette Ave., south side, from a point 840 feet east of Union St. to a
point 110 feet east
Alderman Roy

On Taylor St., east side, from a point 130 feet south of Valley St. to a point
50 feet south
Alderman Shea

On Pond Dr., south side, from a point 310 feet west of Kennedy Ave. to a
point 75 feet westerly
Alderman DeVries

Rescind Parking 30 Minutes

On Spruce St., south side, from Lincoln St. to a point 50 feet westerly
(#6171)
Alderman Osborne

Rescind No Parking

On Spruce St., north side, from Hall St. to a point 50 feet west (#446)
Alderman Osborne

On Pearl St., south side, from a point 40 feet east of Chestnut St. to Pine St.
(#3490)

On Pearl St., south side, from Pine St. to Union St. (#7287)

On Orange St., north side, from Chestnut St. to a point 70 feet easterly
(#3465)

On Orange St., south side, from Chestnut St. to Pine St. (#3470)

On Orange St., south side, from Pine St. to Union St. (#6513)

On Orange St., north side, from Union St. to a point 65 feet west (#3462)
Alderman Guinta

Parking One Hour (8AM-6PM)

On Pearl St., north side, from Chestnut St. to Pine St.
Alderman Guinta

Rescind Parking 1 Hour (7 Days)

On Pearl St., north Side, from Pine St. to Chestnut St. (#7286)
Alderman Guinta

Stop Sign

On Pearl St. at Pine, nwc
On Pearl St. at Union, nwc
On Orange St. at Pine St., sec
On Orange St. at Chestnut St., sec
Alderman Guinta

On Brent St. at Alameda St., sec, nwc
On S. Porter St. at S. Porter St., nec
Alderman DeVries

On Larchmont St. at Harrison St., sec
On Bruce Rd. at Harrison St., nwc
Alderman Gatsas

On Lincoln St. at Cedar St., swc Backup
On Lincoln St. at Cedar St., nec Backup
Alderman Osborne

On Dover St. at Douglas St., sec
Alderman Thibault

On Dexter St. at Youville St., nec
Alderman Forest

Rescind Stop Sign

On Pearl St. at Chestnut St., nec
On Pearl St. at Pine St., nec
On Orange St. at Union St., swc
On Orange St. at Pine St., swc
Alderman Guinta

No Parking Loading Zone (8AM-5PM Mon-Sat)

On A St., south side, from a point 205 feet west of Bowman St. to a point 30 feet west

Alderman Smith

Crosswalks

On Kelley St. west of Joliette St.

On Joliette St. south of Kelley St.

On Kelley St. east of Laval St.

On Laval St. south of Kelley St

Alderman Thibault

No Parking Loading Zone

On Lowell St., north side, from Beech Westback St. to a point 35 feet west

Alderman Sysyn

Parking 1 Hours 8AM-6PM

On Lowell St., north side, from a point 35 feet west of Beech Westback St. to Walnut St.

Alderman Sysyn

Rescind Parking 1 Hour

On Lowell St., north side, from Walnut St. to Walnut Eastback St. (#3246)

Alderman Sysyn

No Parking During School Hours

On Circle Road, west side, from a point 100 feet south of Weston Rd. to Manor Dr.

On Circle Rd., east side, from Manor Dr. to Manor Dr.

On Manor Dr., east and west side, from Circle Road to Circle Road

Alderman DeVries Emergency Act

Rescind No Parking Anytime

On A St., south side, from a point 235 Feet west of Bowman St. to a point 100 feet west (#8857)

Alderman Smith

No Parking Anytime

On A St., south side, from a point 235 feet west of Bowman St. to a point 42 feet west

On W. Hancock St., north side, from Dartmouth St. to a point 65 feet west

Alderman Smith

Parking 1 Hour (8AM-6PM Mon-Sat)

On Nelson St., south side, from a point 100 feet west of Mammoth Rd. to a point 70 feet west

Alderman Osborne

Double Yellow Line

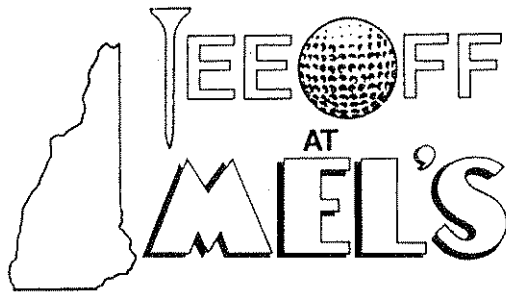
On S. Jewett St. between Cilley Rd. and Weston Rd.

Alderman DeVries

TABLED ITEMS

A motion is in order to remove any of the following items from the table for discussion.

9. Portion of report of Traffic Committee referred back to Committee 4/8/2003 regarding the adoption of regulations:
One-Way Streets:
Hollis Street
Kidder Street
(Tabled 4/8/2003 pending meeting between Alderman Guinta, Tom Lolicata, and the constituents involved.)
 10. Report regarding parking garage contract RFP's.
(Tabled 8/12/2003)
 11. Report of the Traffic Committee recommending that all metered parking be changed from Monday-Friday, 8AM-8PM to Monday-Friday, 8AM-6PM.
(Tabled 3/9/2004 – awaiting recommendations from Finance and Planning of a draft request for proposal for study of the City's downtown parking program and relative policies and identifying a source of funding for the study.)
 12. Request from Chief Kane to be relieved of his directive to spend 98% of his allocation so that they can explore restoring staffing for their out of service ladder trucks during the remainder of the fiscal year.
(Tabled 9/21/2004)
 13. If there is no further business, a motion is in order to adjourn.
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FAMILY ENTERTAINMENT CENTER

September 15, 2004

Traffic Committee
c/o City Clerk Office
One City Hall Plaza
Manchester NH 03101

Dear Mary Sysyn,

Mel's Diner is a family operated restaurant located on 3A in Litchfield, NH. We are in receipt of New Hampshire Logo Sign approval for both exit 2 highway ramps off Hwy 293. This approval is conditional on whether we can provide directional signage at the new intersection for the Manchester Airport. The inspector from the State of NH DOT has expressed that the route from the highway ramp to Mel's Diner is no longer a direct passage due to the newly expanded Manchester Airport Entrance and would require additional directional signs to avoid confusion for tourists.

The sign would be in accordance with the NH DOT Directional Sign program indicating Mel's Diner, directional arrow, and a number 3 for the distance from the intersection. Please see attached example.

Please call or email if we can provide additional information. Thank you in advance for your time and consideration.

Sincerely,


Patricia D. Mehlhorn
Owner/V.P.

pattee.mehlhorn@teeoffatmels.com

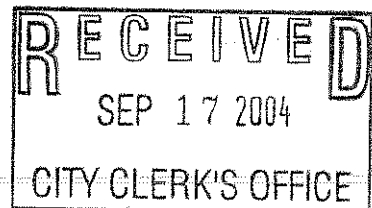
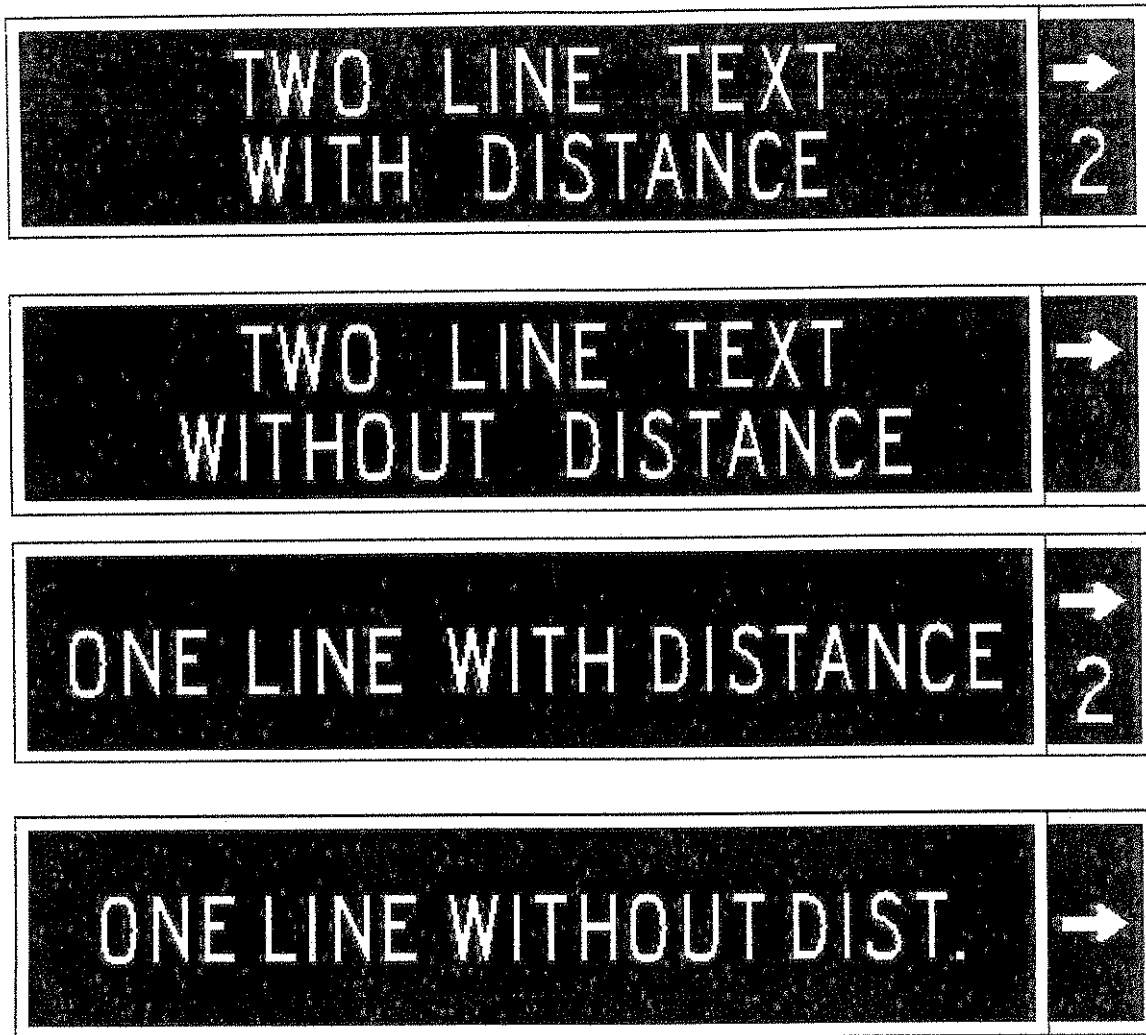
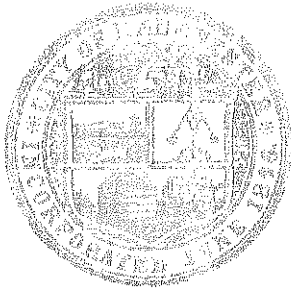


FIGURE 2 -- Arrangement of text and placement of directional arrow, with and without distance



NOT TO SCALE



**City of Manchester
Office of Risk Management**

Harry G. Ntapalis
Risk Manager

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6503 Fax (603) 624-6528
TTY: 1-800-735-2964

October 14, 2004

Traffic & Public Safety Committee
c/o City Clerk
One City Hall Plaza
Manchester, NH 03101

Re: Seat Belt and Fall Protection Policy

Dear Committee Members:

Enclosed please find the new draft policy as requested by the Committee.

Please review and let me know if you have any concerns about the adoption of this recommended policy, prior to your next scheduled meeting. Thank you.

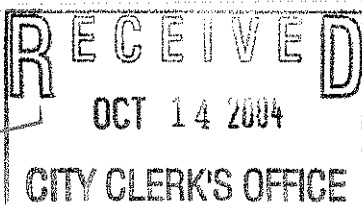
Sincerely,

Harry G. Ntapalis,
hms.

Harry G. Ntapalis
Risk Manager

HGN/hms
enclosure

cc: Thomas R. Clark
Kevin J. O'Neil
Leo Bernier ✓



Seat Belt and Fall Protection Policy

Seat Belts

All City employees, except as noted below, shall wear seat belts when driving or riding in any City vehicle, or when driving or riding in any private vehicle while on City business.

Police Department and Fire Department employees shall use seat belts in accordance with Police and Fire Department policy.

Seat belts in City-owned vehicles shall be maintained in good operating and serviceable condition and shall be periodically inspected.

Failure to comply with this seat belt policy will result in disciplinary action in accordance with the employees' department policy and/or collective bargaining agreement.

Any City employee who is involved in a motor vehicle accident, where seat belts were not used or failed to function shall explain, in writing, why seat belts were not used, or in the case of a malfunction, the nature of the malfunction, along with the remedial actions taken to prevent a recurrence.

Fall Protection

At all times, City employees working at elevated heights are required to wear the appropriate safety harnesses or fall protection equipment as provided.

Failure to comply with this fall protection policy will result in disciplinary action in accordance with the employees' department policy and/or collective bargaining agreement.

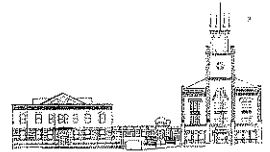
Any City employee who is involved in a fall, where fall protection was not used or failed to function shall explain, in writing, why the fall protection was not used, or in the case of a malfunction, the nature of the malfunction, along with the remedial actions taken to prevent a recurrence.

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CITY OF MANCHESTER

Office of the City Clerk



Leo R. Bernier
City Clerk

Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

MEMORANDUM

To: K. Dillon, Airport
T. Lolicata, Traffic
R. MacKenzie, Planning
F. Thomas, Highway
Lt. Valenti, Police

From: L. Thibault, City Clerk's Office

Date: 9/24/2004

Subject: Committee Action

Please be advised that at a meeting of the Committee on Traffic/Public Safety, held on September 21, 2004, a discussion took place relating to a traffic situation at Harvey Road and Bouchard Street. The Committee voted to refer this issue to staff to come up with a recommendation and report back at the next meeting, which is tentatively scheduled for November 9, 2004.

Enclosed please find an excerpt of the minutes for your review.

Enclosure

Excerpt from 9/21/2004 Traffic Meeting:

DISCUSSION: Relating to traffic situation at Harvey Road and Bouchard Street.

Alderman DeVries stated I am looking for some assistance from this Committee. This is an area that actually the problems with Harvey Road and this is south of the Airport runway so we are right up on the Londonderry line. I have the office park or Airport campus as Kevin Dillon puts it trying to exit out of Bouchard as well as the next road south, which is actually in Londonderry and they are having difficulty because of the speed of traffic as they come from Londonderry on Harvey Road. It is an area that doesn't have an immediately apparent cure. We probably need some assistance from Southern NH Planning or somebody to look at it where it is two municipalities that probably need to work together to decide if they are going to do signalization or some other means of assisting the traffic out of that area. I am just asking for maybe a study to be undertaken by the Police Department. It has been brought to the attention of the Police Department and I think they have initiated through Traffic some look at this.

Alderman O'Neil moved to refer this item to Police, Traffic and Highway for review and recommendation back to the Committee as soon as possible.

Alderman Forest duly seconded the motion. Chairman Sysyn called for a vote. There being none opposed, the motion carried.

Alderman DeVries asked where this also reaches into Londonderry for some needs for control do we need to somehow reach...would that be Southern NH Planning that we need to reach out to to assist us with planning in Londonderry.

Alderman O'Neil stated we probably should include the Planning Department in that motion in case there are any other potential development opportunities down there.

Mr. Lolicata asked this is just an engineering study to see if they need lights there right.

Alderman O'Neil answered I don't know if we need an engineering study. Sit down and talk and see what is going on there and what is the accident situation and when is it busy.

Mr. Lolicata stated I have already done that and I have made some clearances up there as far as people being able to see, etc. Like you said it is a problem during peak hours.

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Alderman O'Neil asked if you did that have you shared that with Alderman DeVries.

Mr. Lolicata answered the Police have also been looking at accidents. I guess what it comes down to now is to find out if the warrants are there and like I said if you want an engineering study you can do it through CIP or the Airport...

Alderman O'Neil interjected we referred it to you to come back with a formal recommendation to us. Probably we should get the Planning Department involved. I think they can reach out to their people in Londonderry in similar positions. Also, we should probably include Airport as well.

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Financial Administration

MEMORANDUM

To: Thomas Lolicata, Traffic
Thomas Clark, Solicitor
Lt. Valenti, Police

From: Lisa Thibault, City Clerk's Office *Lia*

Date: June 8, 2004

Subject: Committee Action

Please be advised that at a meeting of the Committee on Traffic/Public Safety held on June 7, 2004 it was voted to have the Traffic Department, Solicitor's Office and Police Department work together on a policy or ordinance for the use and enforcement of meter bags with report back to the Committee at its next meeting.

The Committee on Traffic/Public Safety is tentatively scheduled to meet on Tuesday, July 13 at 5:30 PM. Please provide your recommendation to our office by Wednesday, July 7, 2004 so that it may be included on that agenda.

Thank you.

Excerpt from 6/7/2004 Traffic meeting:

Chairman Sysyn addressed Item 4 of the agenda:

Discussion relative to policy for parking meter bags and an action relating to increasing fees to \$15.00.

Alderman O'Neil moved the item for discussion. Alderman Guinta duly seconded the motion.

Alderman O'Neil stated it is my opinion that the meter bag policy is abused in the City, in the downtown and that it is so cheap now that they can afford to abuse it. I witnessed bags that are left up at night and over the weekend and people because they see the bag choose not to park in those spaces. I think we need to come up with a policy and get better control. I think these bags are given out very easily. They end up taking up a lot of downtown spaces where I don't believe that was the intent. If somebody is a plumbing contractor or an electrical contractor they were supposed to be able to have one truck. In many cases they might have four or five vehicles from that one contractor taking up prime space on Elm Street or the side streets. I am not even sure that \$15 is enough to put some bite into it.

Alderman Guinta stated it is increasing the fee to \$15 per bag per day.

Mr. Lolicata answered yes.

Alderman Guinta asked what is it now per day.

Mr. Lolicata answered \$10.

Alderman Guinta asked didn't we discuss \$25/day. Realistically is a \$5/day increase going to matter?

Mr. Lolicata answered I think so. I think it will knock some of them down. We have already lost a lot of customers with PSNH and telephone when it went up. They were leasing them by the month and those have gone up. Ours are all dailies now, people who are contracting downtown. I think the rate is pretty decent.

Alderman Guinta asked so right now it is \$50/week for Monday through Friday.

Mr. Lolicata replied correct. They are informed. We take the person's name, the company, the telephone number and the address. We get a \$25 deposit. They receive that deposit when they return the bag in good condition. They are charged

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\$10/day and they are told to take them off at night if they have them for the week or more than one day. Each one is told this.

Alderman Guinta asked so the suggestion is to go from \$50/week to \$75/week.

Alderman O'Neil stated Mr. Lolicata mentioned the phone company and that. That is not where I see the abuse. I think it is great if a phone company employee is sent to a call at a certain place on Elm Street and if they can pull up with their truck nearby. That, I think, was the intent of this. It is where there is abuse when the bag is used from 6 AM until 10 PM. I don't see that with the phone company.

Mr. Lolicata responded I didn't say that. I said Public Service and the phone company are not getting as many bags as they used to. They used to lease by the month, not the week. What I am saying is that is when they went up to \$10.

Alderman O'Neil stated the other thing was coming up with a policy for use. I don't see any policy. Was the City Solicitor supposed to work with you and get us a policy?

Mr. Lolicata answered this goes back quite a way where I think there was a policy for Parking Violations and then we took over. Like I said the word is policy not ordinance. It was always passed through the Traffic Committee for increases. The last three we went through you people. If you are looking for some type of ordinance, I guess you could have the Solicitor write something up.


Alderman O'Neil stated there was an e-mail sent out that said just as a reminder at the May 11 Traffic Meeting the Committee voted to have the Solicitor and Traffic Director work together to come up with a policy for the bags and an increase in the fee for the next meeting, which is scheduled for June 8. Where is the policy?

Mr. Lolicata responded there is none and I have not spoken with Mr. Arnold concerning that. It has been a policy of the Traffic Committee. If there is something that has to be done through the City Solicitor I would imagine you are looking for an ordinance of some type.

Alderman O'Neil replied I don't know if an ordinance is the right thing but we talked about this at the last meeting and not a thing has been done on this other than you coming in for a \$5 increase.

Alderman Forest asked isn't there something that we are going to discuss later...is this involved in that also.

Deputy City Clerk Johnson answered you could.



Alderman Forest stated I guess we would have to vote on the \$15 increase but we have another item here where we are going to be discussing some of the things I had asked for earlier. It is on the table and I am probably going to be taking it off the table and maybe we can discuss it then and hold it to then.

Chairman Sysyn responded I think we need to raise the fee.

Alderman Forest stated I agree about raising the fee but I mean as far as the policy.

Deputy City Clerk Johnson stated I agree that you need to set your \$15 because that is what the budget laying on the table includes based on my understanding. In terms of requesting a policy, you could do it one of two ways. You could ask Tom to come back with a written policy at the next meeting for you to consider. I think he didn't understand that that is what you were really asking him to do or you can take it up as part of a later discussion, whichever you prefer.

Alderman Guinta stated I think that is a very gentle way of putting it. Everybody in this room last month understood what we wanted. This is not necessarily directed towards you Tom. The impression or the understanding from the Committee was that at the next meeting and we were trying to expedite this to get this completed. The expectation of this Committee was a recommendation for an increase and a recommendation of policy to insure that abuse would be halted. The problem and we talked about it last month and Alderman O'Neil is correct to have some frustration. We get complaints from local business owners when a construction worker, and this is an example, a construction worker will come in at 6 AM or 7 AM and parks there all day into the evening and they are just parking there. It is not even construction or vehicles that are required...it is someone's personal vehicle that is there. Those are the kinds of abuses that we wanted addressed and we wanted them addressed for this meeting. Now to be fair this e-mail went to Tom Clark on May 13.

Mr. Lolicata responded it was my understanding that this was brought forth by an Alderman due to revenue enhancement.

Alderman Guinta stated well it might have been talked about subsequently – revenue enhancement, but initially this Committee wanted to be a little more fair about the use of parking spots downtown. If a company legitimately needs to use the parking spot all day with a bag then so be it but what is happening are construction workers because it is so inexpensive are buying a bag, parking there all day and not allowing consumers or customers to use those parking spots and downtown business owners are losing customers because of it. The direction of

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the Board was to your department and to the City Solicitor's Office to come up with a reasonable increase and a policy and to me the policy probably rests more with the City Solicitor's Office. My reiteration is that this was issued to you, Tom and to Tom Clark on May 13. So we are doing our job and the City Clerk is doing their job in getting the notification out. There needs to be a little more fire under people's feet to get these things accomplished.

Chairman Sysyn asked in the interim do you want to raise that fee and have them bring the policy back.

Alderman Guinta answered the problem I have is there is no basis for it – just an arbitrary number unless you can expand upon the \$5 increase. Is that going to solve part of the problem or should the increase be to \$20 or \$25?

Mr. Lolicata replied we agreed on the \$15. I think \$20 is too much. We talked about it amongst ourselves knowing what we sell during the week and during the month and based on the customers we have already lost. We figure that is a fair price.

Alderman O'Neil asked Mr. Lolicata is there anyway that enters into long-term...is monthly the most you can get these bags for.


Mr. Lolicata answered it can go longer than that depending on who...like Public Service and the phone company were utilizing them but lately it hasn't been going that long at all. It has been cut down and it is by the day or by the week. The biggest ones right now are the ones you see down by McQuades for that big renovation. Maybe one company will get them for one or two weeks at a time. It is usually daily for one or two or three days.

Chairman Sysyn asked is it the construction company that pays for that or the owner of the building.

Mr. Lolicata answered the construction company working there pays for it. We take their name, address, etc. and that person is responsible.

Chairman Sysyn stated I had a complaint about somebody who drove in with his motorcycle and parked there all day. I am sure it wasn't a construction worker.

Mr. Lolicata responded they are already told to remove these at night. Now that is the part where you people are coming from. I think now you are going into enforcement. That is where I think the Police should be involved with the Solicitor and myself. I haven't heard too much lately unless you have but they have been told right along to take those bags off at night.



Alderman O'Neil replied well it hasn't happened. The one on Merrimack Street is a great example where those bags stay there seven days a week.

Chairman Sysyn asked Ms. Comstock do you remove your bags at night.

Ms. Robin Comstock answered no.

Alderman O'Neil moved to increase the meter bag fee to \$15/day and have the Traffic Department, City Solicitor and Police Department work on a policy regarding the use and enforcement of meter bags. If we need to do it by ordinance we will do it by ordinance but there is definitely abuse going on and we need to correct it.

Alderman Guinta duly seconded the motion.

Chairman Sysyn called for a vote. There being none opposed, the motion carried.

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Tabled
 5/16/03 - Remained on Table
 8/12/03 - "
 1/12/03 - "
 2/10/04 - "
 3/9/04 - "
 4-13-04 - "
 5-11-04 - "
 6-7-04 - "
 10-04 - "
 21-04 - "

5/10/03 on a motion of Ald. U. NEILL
 duly seconded by Ald. Lopez the report
 of the Committee was accepted and its recommendations
 (adopted) (denied)

[Signature]
 City Clerk

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Traffic/Public Safety respectfully recommends, after due and
 careful consideration, that The Committee on Traffic/Public Safety respectfully
 recommends, after due and careful consideration, that the following regulations
 governing standing, stopping, and parking and operation of vehicles, be adopted
 pursuant to Chapter 70 of the Code of Ordinances of the City of Manchester and
 put into effect when duly advertised and the districts affected thereby duly posted
 as required by the provisions of that Chapter and Chapter 335 of the Sessions
 Laws of 1951.

Section 70.16 One-Way Streets

ONE-WAY STREETS
 HOLLIS STREET
 KIDDER STREET

Section 70.36 Stopping, Standing, or Parking Prohibited

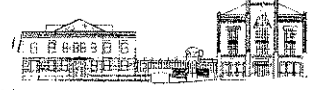
STOP SIGNS:
 ON LOWELL ST AT BELMONT ST., NEC, SWC, FOUR-WAY SCHOOL
 ZONE

*no fee
 refer back
 to the
 committee
 liability
 no
 identification
 of direction
 plus m*



CITY OF MANCHESTER
Office of the City Clerk

8/12/03 - 100000
9/9/03 Remained on table
11/12/03 - "
2/10/04 - "
3/9/04 - "
4-13-04 "
5-11-04 "
6-7-04 "
8-10-04 "
9-21-04 - "
Leo R. Bernier
City Clerk
Carol A. Johnson
Deputy City Clerk
Paula L-Kang
Deputy Clerk
Administrative Services



MEMORANDUM

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

To: Alderman O'Neil
From: Lisa Thibault, Legislative Assistant *Lisa*
Date: 6/18/2003
Subject: Parking Garage Contract

At a meeting of the Committee on Traffic/Public Safety held on June 16, 2003, Tom Lolicata informed the group that you are chairing a committee that is looking at the RFP's for the parking garage contract. The Committee is asking that this process be completed and a recommendation be brought forward in August as they have just voted to extend the contract with Central Parking through September 6, 2003.

If you are not chairing such a committee, please advise the City Clerk's Office as soon as possible.

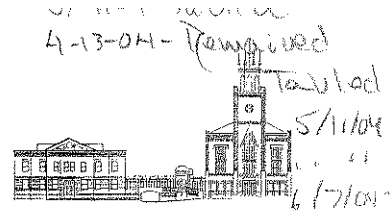
Thank you.





CITY OF MANCHESTER

Office of the City Clerk



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Administrative Services

Matthew Normand
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Patricia Piecuch
Deputy Clerk
Financial Administration

MEMORANDUM

To: Police Chief Jaskolka
T. Lolicata, Traffic Director

From: 
Leo R. Bernier
City Clerk

Date: February 19, 2004

Re: Metered Parking

Please be advised that at a meeting of the Board of Mayor and Aldermen held on February 17, 2004, it was voted to refer back to committee a report relative to the above-referenced.

The Board has requested staff to prepare a proposal for a parking study of the downtown area for submission to the Committee on Traffic/Public Safety.

Enclosed for your records is a copy of the report reflecting actions taken.

Enclosures

pc: Cmte. on Traffic/Public Safety
City Solicitor
Finance Officer

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Traffic/Public Safety respectfully recommends, after due and careful consideration, that all metered parking be changed from Monday-Friday, 8AM-8PM to Monday-Friday, 8AM-6PM.

Please note that nothing contained in this report shall change any regulation in regards to issuance of parking permits.


February 17, 2004.
In Board of Mayor and Aldermen.

On motion of Alderman Gatsas, duly seconded by Alderman Guinta, it was voted to refer back to committee and request staff to prepare a proposal for a parking study of the downtown area for submission to the committee.



City Clerk

Respectfully submitted,

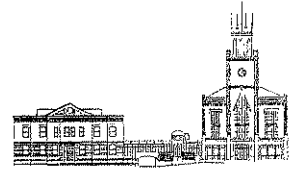


Clerk of Committee



CITY OF MANCHESTER

Office of the City Clerk



Leo R. Bernier
City Clerk


Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

Memo To: Mayor Baines and All Aldermen

From: C. Johnson 
Deputy City Clerk

Date: February 13, 2004

Re: Agenda Item S – Police Department response

Enclosed is a copy of a communication from Chief Jaskolka responding to Item S, a report of Committee on Traffic, appearing on the February 17th agenda.

C: City Solicitor
Finance Officer
Traffic Director



John A. Jaskolka
Chief

City of Manchester Police Department

Ralph Miller Public Safety Center
351 Chestnut Street Manchester, New Hampshire 03101-2294
(603) 668-8711 Business Phone
(603) 668-8941 Main Fax
(603) 628-6137 Administrative Offices Fax

Commission

James A. McDonald, Sr.
John J. Tenn
Nury Marquez
Thomas Noonan

Deputy Chiefs

Richard P. O'Leary
Glenn S. Leidemer
Gary T. Simmons

Executive Secretary

Kim Demers

February 12, 2004

Honorable Robert A. Baines
Board of Alderman
One City Hall Plaza
Manchester, NH 03101

Dear Mayor and Board of Alderman:

At the Traffic Committee meeting of February 10, 2004 the committee approved a plan to rollback the hours of paying for meters from 8:00 p.m. to 6:00 p.m. That plan will be presented to the Board of Mayor and Alderman with the committee's recommendation it be approved by the full board. The department has objected to this roll back at previous committee meetings and would ask the board to consider several factors before approving this ordinance change.

We would suggest that this action would have little if any positive effects on the consumer of the city and drastically reduce the revenue produced. I have taken the liberty of providing some revenue figures obtained from the Ordinance Violations Bureau to support my concern.

During the fiscal year from July 2002 – July 2003, from 6:00 p.m. to 8:00 p.m. the department issued 12, 855 parking tickets. With an average ticket fine of \$10.00 that resulted in \$128,550 in revenue collection. From July 2003 to February 11, 2004 the department has issued 8,302 tickets. With the minimum fine of \$10.00 that is \$83,502 in revenue. I would suggest that figure is low considering \$10.00 is the minimum fine and does not take into account higher parking violation fines and overdue fines.

The costs associated with paying for a Parking Control Officer during this period is less than \$15,000 in overtime. Not included in this revenue lose is the money obtained from those who pay the meters from 6:00 to 8:00 p.m. which I understand would be substantial.

The department understands the good will gesture of the committee to eliminate pay for parking after 6:00 p.m. but respectfully suggests it does not make fiscal sense for the sake of a few. Like the Alderman the department receives it share of complaints from those who receive parking tickets, no matter what time of day the ticket is issued. I would contend that the vast majority of parking fee complaints the department receives are the result of a citizen being issued a ticket and not the need to put 50 cents into a meter. I would suggest the vast majority of complaints about after 6:00 p.m. parking to the Alderman, are from those who failed to pay the 50 cents and received a parking ticket, not complaints about having to pay 50 cents to a \$1.00 to park for those two hours.



A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

Internet: www.manchesterpd.com

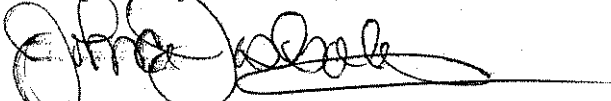
E-mail: manchesterpd@ci.manchester.nh.us

The arguments suggested in eliminating parking fees after 6:00 p.m. will have little effect on those visiting downtown. In previous years the city fathers at one time provided Holiday Parking downtown during the Christmas season. From mid - November through Christmas what initially started out as an excused parking ticket eventually turned into free parking during that time period. Every year around the beginning of November, Ordinance Violations Bureau and the department's Traffic Division would receive calls from store keepers, their employees and business workers wondering when they could stop paying meters for the rest of the season. What started out as a good will gesture by the City resulted in an abuse by tenants, shopkeepers and employees parking for free, with limited if any benefit to the holiday consumer. As a result the city discontinued this practice.

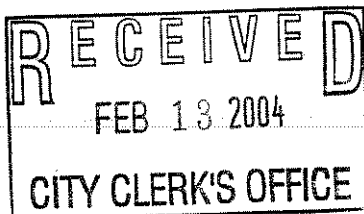
Again, I certainly understand the committee's gesture and the desire to invite people downtown, but question, the minimum loss of \$128,000 for an action that will provide limited benefit to the downtown visitor.

I would recommend that the Board of Mayor and Alderman maintain its current Ordinance, "pay for parking" until 8:00 p.m. I would suggest as an alternative that better advertisement and signage indicative of hours of pay for parking be enacted.

Respectfully submitted,



John A. Jaskolka
Chief of Police



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CITY OF MANCHESTER

Department of Traffic



Thomas P. Lolicata
Traffic Director

James P. Hoben
Deputy Traffic Director



Administrative Services Manager
Denise Boutilier
Email: dboutilier@ci.manchester.nh.us

February 17, 2004

Board of Mayor and Alderman
Leo Bernier
City Clerk's Office
1 City Hall Plaza
Manchester, NH 03101

Dear Leo:

The Traffic Committee requested we submit information regarding the parking meter time limit reduction.

Please be advised that after careful consideration, there is a potential loss of revenue of between \$25,000 (on the low end) and \$150,000 (the high end). It is impossible to submit an estimate. Alderman O'Neil stated that we are grabbing a number out of the air. He is correct. We can't assume that all the meters (2500) are used for 2 hours between 6pm and 8pm every evening, every day of the week, 52 weeks out of the year, at .50 an hour. There is also a potential loss of future revenue when the new baseball field opens in the Millyard area. Approximately 800 meters in the Millyard will be free parking from 6pm to 8pm. Also, there will be an impacted loss of revenue from the Center of NH parking garage, the Pine Street parking lot and the Victory parking garage, as the meters on the street will be free parking from 6pm-8pm.

A reasonable timeline to get the meters labeled and the areas signed, considering the personnel shortage, and the weather, would be the end of April. The cost associated with this timeline is approximately \$2500.00.

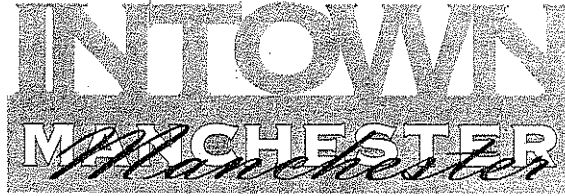
We feel that reducing the meter time requirement from 8pm to 6pm would create a significant loss of revenue. The taxpayers of Manchester would subsidize this loss of revenue.

We also feel that it will eliminate customer-parking turnover, which will impact small businesses. When free parking was implemented on Saturday, there were complaints from small businesses that vehicles were parked all day at the free meters.

Sincerely,

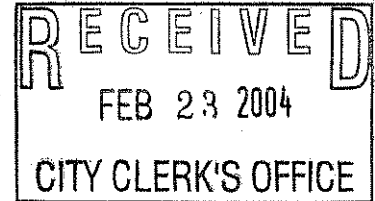

James Hoben/Denise Boutilier

480 Hayward St., Manchester, NH 03103 Phone: (603) 624-6580 Fax: (603) 624-6583
E-Mail Address: traffic@ci.manchester.nh.us Web Site: www.ManchesterNH.gov



February 19, 2004

Alderman Theodore Gatsas
105 Birchwood Road
Manchester, NH 03104



Dear Alderman Gatsas,

At this week's Board of Mayor and Aldermen meeting, the Aldermen discussed at length the proposal submitted by the Traffic Committee to roll back parking meters to 6 PM. A few concerned business owners testified, both for and against the measure, at the public hearing prior to the meeting.

Although Intown Manchester conducted and released a brief poll of downtown businesses, to establish for the record where they stand on the subject, we do not feel that a poll is a proper means to address the complexity of the downtown parking issue. For that reason, we did not take a position on the issue. Rather, our Executive Committee recommends that our role should be to encourage the City to undertake a parking study, because of the broader concerns for future parking needs of our mixed-use downtown community.

To our surprise, you proposed such a study at Tuesday's meeting, and it met with quick BMA approval to post an RFP for a comprehensive analysis of the parking situation. We applaud the BMA for taking decisive action that night. It is clear that the city has changed so much in two years that a parking study will be beneficial to future planning.

Regardless of the outcome of a study, you made a recommendation that I was particularly happy to hear. Recalling holiday seasons in the past, you mentioned that parking violators were remanded with a courtesy card on the windshield saying that their overtime fines would be waived during the holiday season, and you suggested that we look into being friendlier to our customers and visitors. This is the attitude we need in downtown! I posit that ruthless ticketing is the cause of customer ill will – not the fact that we charge for parking.

To confirm my last point, I enclose the attached letter that Richard Vareschi, owner of Richard's Bistro on Lowell Street, received recently. A customer from Nashua who dined at Richard's Bistro was astonished to see that his dinner cost him another \$10 when he returned to his car. His outrage says it all.

I am currently researching Portland, ME where they are reported to have a system where evening violators receive three warnings before they are fined. If and when a proposal for a similar initiative is introduced in Manchester, I urge you and other Aldermen to look favorably upon the possibilities of a friendly campaign to warn violators first, before they receive a fine.

Thank you for your reasoned approach to this troublesome issue.

Sincerely yours,

Stephanie Lewry, Executive Director

Cc Alderman Sysyn and members of the Traffic Committee,
Richard Vareschi

February 13, 2004

Richards Bistro
36 Lowell Street
Manchester, NH 03101



Re: Citation #:P001028561

Dear Sirs,

It is with sincere regret that we must inform you that we will not be returning to your establishment. Although the dinner was extraordinary, we were not prepared for or expecting a parking violation affixed to the windshield of our car. I find it ridiculous that a downtown patron can receive a fine for parking at an expired meter at 7:20pm!

Living in Nashua, we're accustomed to a warmer welcome from our city. Nashua treats their downtown patrons with a kinder and more welcoming atmosphere. This also benefits the downtown restaurant businesses by offering a hassle-free dining experience.

Through no fault of yours, in the future we will be spending our hard-earned money locally where **public parking** during the evening hours is a privilege, not a business. I have no doubt that the city of Manchester unjustifiably targets the downtown business district after hours to prey on unwary visitors.

Sincerely,

Alberto and Mary Abelleira
7 Custom Street
Nashua, NH 03062

cc: City of Manchester, Mayor's Office
Nashua Telegraph
Manchester Union Leader

ALBERTO ABELLEIRA
MARY ABELLEIRA
7 CUSTOM ST.
NASHUA, NH 03062
PH. 603-888-6613

12/92

2596

54-153/114
481

Date

2/13/04

Pay to the
order of

City of Manchester \$ 10.⁰⁰ ~~xx~~
and no ~~00~~ ~~00~~ Dollars

Security features
are included.
Details on back.

Citizens Circle Account



CITIZENS BANK

New Hampshire

For

Highway Road

Mary Abelleira

2596

©Clarke American

RICHARD'S BISTRO
36 LOWELL ST.
MANCHESTER, NH 03101
(603) 644-1180
MERCH # 1670203780

Sale

Server: 18
ID: 020378001
02/13/04
Batch #: 0933

20:11:35

DISCOVER

XXXXXXXXXXXX4262

Appr Code: 013821

Invoice#: 000032

Amount:

\$ 146.56

Tip:

20.00

Total:

166.56

Customer Copy
THANK YOU!
COME AGAIN!

CITY OF MANCHESTER NOTICE OF PARKING VIOLATION

The vehicle described below was
parked in violation of the City of
Manchester code or Ordinances listed.

Bureau window hours 8:00 AM to 5:00 PM
Closed Saturday and Sunday.

CITATION: P001028561
Date: FRI 02/13/2004
Time: 19:20
Officer: Sawyer ID: CC2
Agency: MPD
Notes: Rt 3

Time: 01:00
Loc: 0 LOWELL ST
Viol: 58
Desc: EXPIRED METER 70.40
PENALTY: \$10.00

Lic: 1548485
State: NH Meter: 364
Plate Type: PC Color:
Make: FORD
Model: 4 DOOR
Remarks: NO TIME LEFT

MANCHESTER POLICE DEPARTMENT
ORDINANCE VIOLATIONS BUREAU
P.O. BOX 1830
MANCHESTER, NEW HAMPSHIRE 03105
TELEPHONE - 624-6546
SEE REVERSE SIDE



**City of Manchester
Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

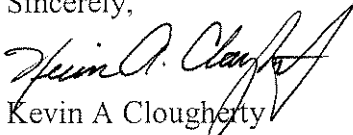
March 9, 2004

Alderman Mary Sysyn
Chairman Aldermanic Committee on Traffic/Public Safety
C/o Office of the City Clerk
One City Hall plaza
Manchester, NH 03101

Dear Madam Chairman:

The Planning Director and the Finance Officer are in the process of refining a DRAFT request for proposals (RFP) for a study of the City's downtown parking program and related policies. We are also in the process of identifying a source of funding for the study and will be making recommendations to both your committee and the CIP committee. We expect to have a completed RFP/RFP Schedule and funding recommendation by the 1st of April.

Sincerely,



Kevin A Clougherty
Finance Officer



Bob McKenzie
Planning Director

Cc: Mayor Baines
Tom Lolicata
City Clerk



CITY OF MANCHESTER

Office of the City Clerk

9/21/04 - labeled with
tax rate is set.



Leo R. Bernier
City Clerk

Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

MEMORANDUM

To: Members, Committee on Traffic/Public Safety

From: C. Johnson
Deputy City Clerk

Date: September 17, 2004

Re: Communication from Fire Chief Kane

Enclosed is a copy of a communication from Chief Kane request to be relieved of the directive to spend 98% of their allocation to allow restoration of ladder truck servicing which will be addressed at Tuesday's meeting.

Enclosure

pc: Mayor Baines
Board of Aldermen

12



Joseph P. Kane
Chief of Department

City of Manchester Fire Department

100 Merrimack Street • Manchester, NH 03101-2208
(603) 669-2256 Business • (603) 669-7707 Fax
www.ci.manchester.nh.us

RECEIVED

SEP 17 2004

MAYOR'S OFFICE

Mayor Robert Baines
City Hall
Manchester, NH 03101

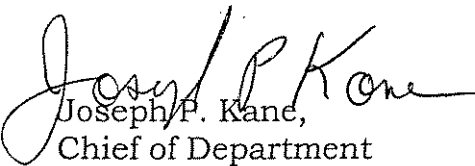
Dear Mayor Baines:

This letter is to serve as our request to be relieved of the directive to spend 98% of our allocation for FY2005, so that we may explore restoring staffing for our out of service ladder trucks incrementally during the remainder of the fiscal year.

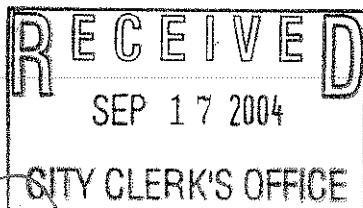
It is anticipated that we can accomplish this within our budgeted amounts, as to staff a ladder truck, barring any unforeseen staffing anomalies, is approximately \$200,000, or about 1% of the appropriation.

We stand ready to work with you and the board to accomplish this restoration of service for the citizens of Manchester while keeping our focus on the "bottom line".

Yours truly,


Joseph P. Kane,
Chief of Department

Cc: Alderman Mary Sysyn,
Chair, Traffic & Public Safety Committee



Fire/Ambulance Emergency 9-1-1